

RESOLUTION NO. 166-25

**RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA,
APPROVING SIDE LETTERS REGARDING A HOLIDAY CLOSURE FOR 2025
BETWEEN THE CITY OF RICHMOND AND SERVICE EMPLOYEES
INTERNATIONAL UNION (SEIU) LOCAL 21 (PART-TIME AND FULL-TIME UNITS)
AND INTERNATIONAL FEDERATION OF PROFESSIONAL AND TECHNICAL
ENGINEERS (IFPTE) LOCAL 21 MID-MANAGEMENT AND EXECUTIVE
MANAGEMENT UNITS**

WHEREAS, the City has negotiated in good faith with SEIU 1021 (Part-Time and Full-Time Units) and IFPTE Local 21 (Mid-Management and Executive Units) regarding a holiday closure for 2025; and

WHEREAS, the parties have executed a Side Letter for each of the four bargaining units regarding the terms of a holiday closure for 2025;

WHEREAS, the Side Letter shall not bind the parties until it is ratified by a majority of SEIU Local 21 (Part-Time and Full-Time Units) and IFPTE Local 21 (Mid-Management and Executive Management Units) membership and ratified by the City Council; and

WHEREAS, the Side Letter will establish a holiday closure for 2025 for December 24, 26, 29, 30, and 31; and

WHEREAS, the Side Letter will grant two city-paid days for December 24, 2025, and December 31, 2025, for active employees in the SEIU Local 1021 General Full-Time Unit and IFPTE Local 21 Mid-Management and Executive Management Units; and

WHEREAS, the Side Letter will grant a \$600 lump sum payment to part-time active employees in the SEIU Local 1021 Part-Time Unit; and

WHEREAS, the adoption of these Side Letters will support a stable and amicable labor relations environment in the City.

NOW THEREFORE BE IT RESOLVED, that the City Council of Richmond approves the Side Letters with SEIU 1021 (Part-Time and Full-Time Units) and IFPTE Local 21 (Mid-Management and Executive Units) regarding a holiday closure on December 24, 26, 29, 30, and 31, the terms of which are set forth and marked as Exhibits A-D to this resolution.

I certify that the foregoing resolution was passed and adopted by the City Council of the City of Richmond at a regular meeting thereof held on December 2, 2025, by the following vote:

AYES: Councilmembers Bana, Jimenez, Robinson, Wilson, Vice Mayor Zepeda, and Mayor Martinez.
NOES: None.
ABSTENTIONS: None.
ABSENT: Councilmember Brown.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND

Approved: (SEAL)

EDUARDO MARTINEZ
Mayor

Approved as to form:

DAVE ALESHIRE
City Attorney

State of California }
County of Contra Costa } : ss.
City of Richmond }

I certify that the foregoing is a true copy of **Resolution No. 166-25**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on December 2, 2025.



Pamela Christian, Clerk of the City of Richmond

EXHIBIT A

**SIDE LETTER AGREEMENT BETWEEN SEIU LOCAL 1021 GENERAL EMPLOYEES
AND CITY OF RICHMOND
(2025 HOLIDAY CLOSURE)**

All City offices, except for the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, will be closed December 24, 25, 26, 29, 30, 31, and January 1st (please note that Thursday, December 25, 2025, and Thursday, January 1, 2026, are existing holidays for City employees and as such, all City offices are closed). Employees will be required to use any available vacation, floating holiday, or administrative leave accruals for December 26, 29, and 30 (a total of three (3) days). If an employee does not have enough available vacation, floating holiday, or CTO accruals, the employee will be allowed to go into the negative in their floating holiday balance. The negative will be cleared using their January 2026 floating holiday accrual.

Wednesday, December 24, 2025, and Wednesday, December 31, 2025, will be paid by the City (this is not an existing paid holiday for City employees and will be provided to employees solely as part of this agreement after approval by City Council).

All employees in the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, who are required to work on any of the above days as part of their regularly scheduled shift, are exempt from the above paragraph.

If an employee, as part of their regular work schedule, is required to work on Wednesday, December 24, 2025 (the additional paid day that will be provided by the City pursuant to this agreement), the employee will be allowed to take an additional floating holiday in the next calendar year. If an employee, as part of their regular work schedule, is required to work on Wednesday, December 31, 2025 (the additional paid day that will be provided by the City pursuant to this agreement), the employee will be allowed to take an additional floating holiday in the next calendar year. Note: The floating holiday(s) must be taken within the next calendar year and will not be carried over. All requirements for the scheduling of the floating holiday, as outlined in the SEIU Local 1021 MOU, must be adhered to when scheduling this floating holiday.

Date: 11/21/25

For SEIU Local 1021:



For the City:

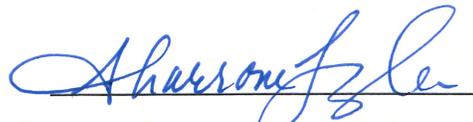



EXHIBIT B

SIDE LETTER AGREEMENT BETWEEN SEIU LOCAL 1021 PART-TIME & INTERMITTENT EMPLOYEE BARGAINING UNIT AND CITY OF RICHMOND

(2025 HOLIDAY CLOSURE)

All City offices, except for the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, will be closed December 24, 25, 26, 29, 30, 31, and January 1st (please note that Thursday, December 25, 2025, and Thursday, January 1, 2026, are existing holidays for City employees and as such, all City offices are closed).

The City understands the adverse fiscal impact the closures could have on part-time hourly employees. Therefore, the City is granting a one-time lump sum payment in the amount of six hundred dollars (\$600) to active employees in the SEIU Local 1021 Part-Time & Intermittent Employee Bargaining Unit.

The lump sum payment will be issued no later than December 31, 2025, to offset wage loss due to the closure. Customary mandatory withholdings and those designated by the employees will be deducted as per law.

Date: 11/21/25

For SEIU Local 1021:



For the City:




EXHIBIT C

**SIDE LETTER AGREEMENT BETWEEN IFPTE LOCAL 21 MID-MANAGEMENT AND
CITY OF RICHMOND**

(2025 HOLIDAY CLOSURE)

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Wednesday, December 24, 2025, and Wednesday, December 31, 2025, will be paid by the City (this is not an existing paid holiday for City employees and will be provided to employees solely as part of this agreement after approval by City Council).

All employees in the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, who are required to work on any of the above days as part of their regularly scheduled shift, are exempt from the above paragraph.

If an employee, as part of their regular work schedule, is required to work on Wednesday, December 24, 2025 (the additional paid day that will be provided by the City pursuant to this agreement), the employee will be allowed to take an additional floating holiday in the next calendar year. If an employee, as part of their regular work schedule, is required to work on Wednesday, December 31, 2025 (the additional paid day that will be provided by the City pursuant to this agreement), the employee will be allowed to take an additional floating holiday in the next calendar year. Note: The floating holiday(s) must be taken within the next calendar year and will not be carried over. All requirements for the scheduling of the floating holiday, as outlined in the IFPTE Local 21 Mid-Management MOU, must be adhered to when scheduling this floating holiday.

Date: 11/22/25

For IFPTE Local 21:

Dean Stallbans

For the City:

Sharon J. Lee
Nellie Maskey

EXHIBIT D

**SIDE LETTER AGREEMENT BETWEEN IFPTE LOCAL 21 EXECUTIVE
MANAGEMENT AND CITY OF RICHMOND**

(2025 HOLIDAY CLOSURE)

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Date: 11/22/25

For IFPTE Local 21:

Seum Stallbaum

For the City:

Sharon Fyle
Melita Mosley